

## AGRICULTURE DEPARTMENT

The 25th May, 1983

No. 1110-Agr. I(3)-83/7777.—The Governor of Haryana is pleased to constitute a State Level Judging Committee and District Level Judging Committees for the implementation of the Central Plan Scheme 'Incentive to Agricultural Extension Workers' in T & V States and in Haryana State.

The Committees shall consist of the following members :

## State Level Judging Committee

1. Director, Agriculture, Haryana	.. Chairman
2. Additional Director (Extension), Agriculture, Haryana	.. Member
3. Director, Panchayats, Haryana	.. Member
4. Chief Conservator of Forests, Haryana	.. Member
5. Subject-matter Specialist (Training), Headquarters, Haryana	.. Secretary

## District Level Judging Committee

1. Deputy Commissioner	.. Chairman
2. Deputy Director, Agriculture	.. Member
3. Additional General Assistant to Deputy Commissioner	.. Member
4. Deputy Director, Animal Husbandry/Assistant Registrar, Co-operative Societies/Divisional Forest Officer	.. Member
5. Sub-Divisional Agriculture Officer	.. Member
6. Subject-matter Specialist (Training and Information)	.. Secretary

2. The Scheme envisages to boost the initiative and enthusiasm of the Village Level Workers and their supervisory officers including A. E. Os. and Sub-Divisional Agricultural Officer/Subject-matter Specialists who are responsible for implementation of the programme at the field level.

3. For the award of various incentives namely, cash awards, special prizes and study tours, the Committees will make recommendations keeping in view the guidelines of the Government of India contained in their D.O. No. 10(1)/82-T&V, dated the 8th March, 1982.

4. The Committee(s) shall meet as and when required.

5. The headquarters of the State Level Judging Committee shall be at Chandigarh and that of the District Level Judging Committee shall be at the respective district headquarters.

J. D. GUPTA,

Commissioner and Secretary to Government, Haryana,  
Agriculture Department.

M. Sankaranarayanan,  
Joint Secretary (E&IC).

D.O.No. 10 (1)/82-T&V  
Government of India,  
Ministry of Agriculture,  
Dept. of Agri. & Coop.  
Directorate of Extension  
Shastri Bhavan.

New Delhi, the March, 1982.

Dear Shri Kataria,

A Central Plan Scheme 'Incentive to Agricultural Extension Workers' has been sanctioned by the Government of India for a total cost of Rs. 1.23 crores for the Sixth Plan period with a provision of Rs. 22.81 lakhs for 1981-82.

This scheme (copy enclosed for ready reference) will be implemented in all the T&V States to boost the initiative and enthusiasm of the VLWs and their supervisory officers including AEOs and Sub-Divisional Agricultural Officers/Subject matter Specialists who are responsible for implementation of the programme at the field level. The scheme comprises the following three components :—

1. Cash awards
2. Special prizes
3. Study tours

The details of these components, the formation of judging committees and criteria for the selection of best (VLWs at State and district level, (ii) AEDOs at State and District level and (iii) SMSs/SDAOs at State level) are given in the enclosed note. I would request that the Directorate of Extension may also be associated with the Judging Committees.

I now request you to take immediate advance steps for setting up the various Committees at the State and District levels and other preliminary steps for selection of the outstanding VLWs for study tours, etc. in line with the procedure described in the scheme. The mode of releasing the funds to the State Government is being finalised and will be intimated in due course.

With regards,

Yours sincerely,  
Sd/-  
(M. Sankaranarayanan)  
8-3-82

Shri L.D. Kataria,  
Commissioner, Agriculture & Forest,  
Govt. of Haryana, Chandigarh.

#### Scheme for Incentives to Agricultural Extension Workers

In spite of impressive achievements in the field of agriculture production, it is recognised that there is a wide gap between the present levels of yields and the achievable potential both in irrigated and rainfed areas. Lack of an effective agricultural extension system for the transfer of technology to the farmers from research stations, is one of the major constraints impeding the efforts for increasing agricultural production. To bridge this gap, an effective approach for agricultural extension known as 'Training and Visit' system has been evolved on the basis of the experience gained in pilot projects set up with World Bank assistance in Command Areas in Rajasthan, Madhya Pradesh and Andhra Pradesh since Kharif 1974. Reorganised Agriculture Extension Projects based on this approach have since been taken up in twelve States in the country viz., Assam, West Bengal, Orissa, Bihar, Rajasthan, Madhya Pradesh, Gujarat, Karnataka, Haryana, Kerala, Maharashtra and Tamil Nadu. Other States will be covered under this system in course of time.

2. The reorganised extension approach, depends on a higher degree of technical competence which is sought to be built through monthly workshops between research scientists and subject-matter specialists at regional stations followed by fortnightly training of field level workers including AEDOs and VLWs by the Subject matter Specialists. The technology received by the AEOs/VLWs through this system of step by step training is transferred to the farmers through a regular fixed programme of visits to farmers by VLWs once every fortnight.

3. Success of this extension approach will depend on the initiative and enthusiasm which the VLWs in particular and their supervisory officers including AEDOs and Sub-Divisional Agricultural Officers/Subject-matter Specialists at the sub-divisional level bring to bear on implementation of the programme. VLWs in particular have limited opportunities for advancement. Keeping these considerations in view it has been considered desirable that these personnel responsible for implementation of the programme at the field level should be given adequate incentives for good work. Provision is proposed under this scheme for incentives to Sub-Divisional Agricultural Officers/Subject-matter Specialists at the sub-divisional level/AEOs/VLWs involved in the extension programme at the field level through cash awards and study tours as per details given below :—

#### I. Cash Awards :

Cash Awards may be given to functionaries at various levels as follows :—

##### (i) Cash Awards for VLWs—

###### *State level (three prizes)—*

1. First prize	General	Rs. 2,000
2. Second prize		Rs. 1,500
3. Third prize		Rs. 1,000

Three Special prizes on each of pulses, oilseeds and social forestry

Rs. 2,000

*District level* (Two prizes)

## General—

1. First prize	..	Rs. 1,000
2. Second Prize	..	Rs. 750
Three Special Prizes (Oil Seeds, Pulses, Social Forestry)	..	Rs. 1,000 each

## II. Cash Awards for A.E.Os.—

*State level* (three prizes)

1. First Prize	..	Rs. 2,000
2. Second Prize	..	Rs. 1,500
3. Third Prize	..	Rs. 1,000
Three special prizes (Oil Seeds, Pulses, Social Forestry)	..	Rs. 2,000 each

*District level* (One prize)

1. First prize	..	Rs. 2,000
Three special prizes (Oil Seeds, Pulses, Social forestry)	..	

## III. Cash Awards for Sub-Divisional Agricultural Officers and Subject Matters, Specialists at Sub-Divisional Level (Total four prizes at State Level only).

1. First prize	..	Rs. 2,000 for each category namely SDAOs/SMS (Agronomy)/SMS (Plant Protection) and SMS (Training) at the State Level only. Four prizes of Rs. 2,000 each will be awarded to each of the four categories, i.e., Sub-Divisional Agricultural Officer, Subject Matter Specialists (Agronomy) Subject Matter Specialists (Plant Protection) and Subject Matter Specialists (Training) in the Sub-Divisions.
----------------	----	---

The Special Prizes will be available as follows :—

*Oil Seeds* :—Punjab, Haryana, Uttar Pradesh, Gujarat, Maharashtra, Andhra Pradesh, Madhya Pradesh.

*Pulses* :—Rajasthan, Uttar Pradesh, Madhya Pradesh.

*Social Forestry* :—All States.

## 4. Cash Awards will be subject to the following terms and conditions :—

- Each Cash Award will be accompanied with a certificate in addition to the cash money.
- Cash Award winner will be entitled to only one award either district or State level. In case an award winner at a lower level is considered for cash award at a higher level, the award at the lower level will be given to the next candidate(s).
- Anybody winning an award in a particular year will not be entitled to receive an award at the same district state level in the three subsequent years but will receive a certificate along with an *ex gratia* payment of Rs. 500, 300 or 200 in lieu of first, second or third award respectively. The full award will be made available to other candidates.

## 5. Judging Committees.—

There will be State level and District Level Judging Committees consisting of senior officers of the Extension Wing of the State, one or two officers from the Development Department. For example, district level judging committee will be chaired by the collector with District Agricultural Officers and Subject Matter Specialists of the district as members and one or two Sub-Divisional Agricultural Officer will also be the members. An officer from either Animal Husbandry, Veterinary, Department of Horticulture or Cooperation will be co-opted as member.

Each Agricultural Extension Officer will assess the performance of VLWs under him on the basis of board criteria laid down and assign suitable marks for each item and will also include annual C. R. alongwith his performance records. It is expected that each AEO who is normally required to supervise the work of 6—10 VLWs will carefully assess the performance and report outstanding performance of at least one or two VLWs from his area. Thus in a district the performance of VLW will be assessed by the district level committee and a final decision for the district will be taken. The achievement of outstanding VLWs of a district will be put up before the state level committee and likewise a decision for award for prizes at state level will be taken by the state level committee.

**6. Criteria for the selection of best (i) VLWs at State and District Level and (ii) AEOs at State and District Level and (iii) SMSs/SDA Os at the State Level.**

**(i) Cretaria for the selection of best VLW at State, District level.**

**I. Impact of VLW efforts (weightage 70%).**

- (a) Significant increase in yield (Production) of the important crops of a region/state, such as paddy, jute, wheat for eastern states, wheat, sorghum, maize in northern states, sizeable extension of area together with overall increase in production and yield of crops of national importance like pulses, oil seed, in VLWs areas will be considered as one of the major criteria for selection of best VLW.
- (b) Extension improved practices followed (p.c.) by farmers should be reflected from the actual percentage covered. Minimum coverage expected 50% of the uncovered area as on 1st October, 1981.
- (c) The coverage under HYV under cereals, cropping pattern, crop intensity consumption of fertilisers, plant protection materials and under low input technology, better cultural practices followed line planting of cereals, lines transplanting of paddy use of better seeds, seed treatments etc., should be used as indicators. Increase in coverage should be 50% over the base-line figure as on 1st October, 1981.
- (d) Apart from transfer of know-how on crop production, it is desirable for the VLWs to advise farmers on social forestry, fishery and animal husbandry enterprises to the small and marginal farmers on the basis of know-how made available to them in the fortnightly training by concerned Subject Matter Specialists. Wherever such advice is given to the farmers on a regular basis, impact of such know-how on production should also form a criteria for judging the achievements of the VLW.

**II. Training (Weightage 10%)**

- (a) Regularity in attending fortnightly training.

- (b) Assessment on quality of know-how transferred to the farmers.
- (c) Assessment on relevant messages transferred whether timely and applicable under local conditions.

**III. Visits (Weightage 20%)**

- (a) Regularity of visits, whether schedules drawn for VLWs are followed.

- (b) Whether contact farmers selection was according to criteria broadly fixed.
- (c) Whether VLW has been successful to enthuse contact farmers to motivate other farmers to spread the relevant messages passed on to them.
- (d) Has the VLW been able to solve the local field problems and whether field problems had occasionally been brought to the notice of AEO/SMS.

- (e) Did the VLW organise field days or open days and create an impact to motivate all farmers to adopt a new practice.

- (f) Number of field trials laid out and supervised.

- (g) Number of Minikits organised on major crops and the impact thereof.

Major weightage, approximately 70% should be given to the impact of extension in terms of increase in area and production and about 30% to the items like Training and Visit.

(ii) *Criteria for selection of best AEOs at State District Level.*

1. Impact of AEOs effort to bring an overall increase in production of major crops and of pulses and or oilseeds in his area through timely transfer of technologies after training and visit by VLWs.
2. Extent of achievements of AEO to guide and train VLWs located in his area.
3. Regularity of visit of VLWs circles as per fixed schedule.
4. Extent of success achieved in field visit to give technical advice and support to VLWs. Extent of awareness of farmers (percentage wise) impact points and technical recommendations.
5. Support given to VLW to build up their professional competence.
6. Assistance given to VLWs to organise field trials, Minikits etc. and impact thereof.
7. Role of AEOs in the fortnightly training and group discussions with his VLWs on alternate weeks of training the extent to which AEO has been of help to VLWs in such group (Training).

(iii) *Criteria for selection of best SMSs/SDAO at the state level.*

1. Three essential duties of S.M.Ss. are (I) Training, (II) Field Visit and (III) Keep contact with research. Criteria for selection of best S.M.Ss. should therefore be concentrated :—
  - (i) To assess how far the S.M.S. have been able to organise an effective, purposeful and outstanding quality fortnightly trainings for the A.E.Os./V.L.Ws. his individual role as a Trainer to be judged.
  - (ii) Role of S.M.S. in monthly training as a trainee and participation in discussions.
  - (iii) In the field visit the S.M.S. should guide the A.E.Os., V.L.Ws., properly, modify recommendations broadly given for the State to suit local needs. The field visit of S.M.Ss. should be regular and according to schedule and the impact of their proper guidance will be reflected in the quality of messages transferred and accepted by the farmers.
  - (iv) The contact with Research Institutes should be almost regular and the knowledge of S.M.Ss. should be upgraded and field problems should be taken to the research, scientists the extent to which this duty has been fulfilled.
2. The Sub-Divisional Agricultural Officer should provide :—
  - (i) Leadership to the team of S.M.Ss. help in conducting fortnightly training, participate in monthly training of S.M.Ss. given by University Scientists.
  - (ii) The visit to fields for guidance to A.E.O./V.L.W. should be according to schedule.
  - (iii) The overall impact of quality training and visit of the Sub-Divisional should be reflected from the visible change in production, adoption of new practices, by largest number of farmers.

**Study Tours :**

One VLW from each Sub-division will be entitled in order of merit, in addition to cash awards etc. to participate in study tours to other States where the programme is successfully under implementation. The staff who may have participated in a study tour once will not be entitled for a second study tour. The VLW will be required to go to some other 2 or 3 states for a minimum period of 10 days. It is estimated that an expenditure of Rs. 1000/- would be required for each Village Level worker. The amount will be restricted in accordance with the T.A./DA. rates admissible under the concerned state Government rules.

**Implementation Staff :**

The existing complement of the staff will not be able to cope with the increased volume of work of the scheme. As such it is proposed to have the post of Senior Extension Officer (Rs. 1,100—1,600), Deputy Director Administration (Rs. 1,100—1,600), Accountant (Rs. 700—900), Two Assistant Extension Officer (550—900), and one post of Stenographer (Junior) (Rs. 333—560), L.D.C. one, Dafty one, Peon one, at the National Headquarters alongwith provision for office contingencies, equipment like duplicators, photocopying Machine, Steel Almirah, other furniture, and typewriters etc.

## Financial Implication of the scheme :

The total outlay approved for the scheme for its implementation during Plan period (1980-85) is Rs 1.23 crores with the following break up. The details are given in annexure I to V.

		(R s. in lakhs)
1. Award of Cash Prizes		42.50
2. Special Prizes		41.28
3. Study tours		33.36
4. Central Components, staff and Equipment.		5.66
	Total	122.80
		Or
		restricted to Rs. 1.23 crores

Details are given in Annexure I to V.

## ANNEXURE—I

Details of the Estimated Outlay for Awards cash prizes to the Agricultural Extension Workers (1980-85), including ex-gratia payment.

(in Rupees)

Year	V.L.W.		A.E.O.		S.M.S/SDAOs (and others) State level Rs 8,000 (4 prizes) @ 2,000 (each prize)	Total cost		
	Cost of Prize		Cost of Prize					
	State level Rs 4,500 (3 prizes)	District level Rs 1,750 (2 prizes)	State level Rs 4,500 (3 prizes)	District level Rs 1,000 (one prize)				
1	2	3	4	5	6	7		
1980-81								
1981-82	54,000	3,50,000	54,000	2,00,000	96,000	7,54,000		
	(12)	(200)	(12)	(200)	(12)			
1982-83	67,500	5,79,250	67,500	3,31,000	1,20,000	11,65,250		
	(15)	(331)	(15)	(331)	(19)			
1983-84	67,500	5,79,250	67,500	3,31,000	1,20,000	11,65,250		
	(15)	(331)	(15)	(331)	(15)			
1984-85	67,500	5,79,250	67,500	3,31,000	1,20,000	11,65,250		
	(15)	(331)	(15)	(331)	(15)			
	2,56,500	20,87,750	2,56,500	11,93,000	4,56,000	42,49,750		

## ANNEXURE II

Details of the estimated outlay for awards of Special Cash prizes to the Agricultural Extension Workers (1980-85) Category V.L.W. (including ex-gratia payment).

Year	State Level			District Level				Total
	@ Rs 2,000 Pulses state	each prize Oilseed State	Social forestry	Total	@ Rs.1,000 each Pulses State	Oilseeds State	Social forestry	
1	2	3	4	5	6	7	8	9
1980-81								
1981-82	6,000 (3 State)	14,000 (7 State)	30,000 (15 State)	50,000	1,27,000 (127 Distt)	1,89,000 (189 Distt)	1,50,000	4,66,000

1982-83	6,000	14,000	30,000	50,000	1,27,000	1,89,000	1,50,000	4,66,000
1983-84	6,000	14,000	30,000	50,000	1,27,000	1,89,000	1,50,000	4,66,000
1984-85	6,000	14,000	30,000	50,000	1,27,000	1,89,000	1,50,000	4,66,000
Total	24,000	56,000	1,20,000	2,00,000	5,08,000	7,56,000	6,00,000	18,64,000
			Total	20.64	lakhs			

## ANNEXURE III

Category : A. E. O. s.

Year	State Level			District Level				Total
	@ 2,000 each Pulses	Oilseed	Social Forestry	@ 1,000 each Pulses	Oilseeds	Social Forestry		
1980-81								
1981-82	6,000 (3 state)	14,000 (7 state)	30,000 (15 state)	1,27,000 (127 distt.)	1,89,000 (189 distt.)	1,50,000 (150 distt.)		5,16,000
1982-83	6,000	14,000	30,000	1,27,000	1,89,000	1,50,000		5,16,000
1983-84	6,000	14,000	30,000	1,27,000	1,89,000	1,50,000		5,16,000
1984-85	6,000	14,000	30,000	1,27,000	1,89,000	1,50,000		5,16,000
Total	24,000	56,000	1,20,000	5,08,000	7,56,000	6,00,000		20,64,000
			Total	Rs. 20.64 lakhs				

## ANNEXURE IV

## DETAILS OF THE COST OF STUDY TOURS

Year	No. of VLW @ one VLW in each Sub-division	Total cost of Study @ 1000/- to each VLO	
		1	2
1980-81	—		—
1981-82	495		4,95,000
1982-83	947		9,47,000
1983-84	947		9,47,000
1984-85	947		9,47,000
		Total	33,36,000

## ANNEXURE V

Incentive to the Agricultural Extension Workers (1980—85) Yearwise phasing of the outlay including *ex-gratia* payment.

(Rupees)

Serial No.	Item	1980-81	1981-82	1982-83	1983-84	1984-85	Total
1	Cash Award	7,54,000	11,65,250	11,65,250	11,65,250	11,65,250	42,49,750
2	Special Praizes	10,32,000	10,32,000	10,32,000	10,32,000	10,32,000	41,28,000
3	Study Tours	4,95,000	9,47,000	9,47,000	9,47,000	9,47,000	33,36,000
4	Central Component of staff and office expenditure	10,000	1,52,000	1,52,000	1,52,000	1,52,000	466,000
5	Misc. Office equipment for five years						1,00,000* (Total for 5 years for 1981-82 = 7,250)
		22,91,000	32,96,250	32,96,250	32,96,250	122,79,750 or say 1.23 crores	

\*As the scheme will come into operation in the later part of 1981-82, the entire allocation as indicated above may not be utilised and as such the expenditure will be limited to Rs. 30.00 lakhs as provided in the budget for 1981-82.

The 6th June, 1983

No. 2932-Agri. I(4)-83/8394.—The Governor of Haryana is pleased to constitute a State Level Project Formulation-cum-implementation Committee with immediate effect, for the Integrated Watershed Management Project in the Sahibi catchment. The Committee shall consist of the following member—

(i) The Commissioner and Secretary to Government of Haryana, Agriculture Department, Chandigarh	Chairman
(2) The Director of Agriculture, Haryana, Chandigarh	Member-cum-Convenor.
(3) The Director of Animal Husbandry, Haryana, Chandigarh	Member
(4) The Director of Fisheries, Haryana, Chandigarh	Member
(5) The Chief Engineer, Irrigation (Drainage), Haryana, Chandigarh.	Member

2. The Governor of Haryana, is, further, pleased to constitute a District Level Project Formulation-cum-Implementation Committee for Gurgaon and Mahendragarh Districts for the Integrated Watershed Management Project in the Sahibi catchment. The District Level Committee shall consist of the following members:—

(1) The Deputy Commissioner, Gurgaon	Chairman
(2) The Deputy Commissioner, Mahendragarh	Vice-Chairman
(3) The Deputy Conservator of Forests Gurgaon.	Member
(4) The Deputy Conservator of Forests Mahendragarh.	Member
(5) The Deputy Conservator of Forests Rohtak.	Member

(6) The Deputy Director of Agriculture Gurgaon	Member
(7) The Project Officer, Agriculture Department, Narnaul	Member
(8) The Assistant Soil Conservation Officer Gurgaon	Member
(9) The Assistant Soil Conservation Officer, Rewari	Member
(10) The Assistant Soil Conservation Officer, Rohtak/Jhajjar*	Member
(*) In case the office of the A. S. C. O., Rohtak is shifted to Jhajjar).	
(11) The District Fisheries Officer, Gurgaon	Member
(12) The District Fisheries Officer Mahendragarh	Member
(13) The District Animal Husbandry Officer, Gurgaon	Member
(14) The District Animal Husbandry Officer, Mahendragarh	Member
(15) The Divisional Soil Conservation Officer, Gurgaon	Member
(16) The Executive Engineer, P. W. Irrigation (Drainage), Gurgaon	Member
(17) The Executive Engineer, P. W. Irrigation (Drainage), Mahendragarh	Member

### 3. Functions :

The functions of the State level Project Formulation-cum-Implementation Committee shall be—

- (i) to ensure the expeditious formulation of the project within the guidelines of the Government of India ; and
- (ii) to review the physical and financial progress of the Scheme from time to time.

The functions of the District level Project Formulation-cum-Implementation Committee shall be—

- (i) to prepare the Project report within the frame work of guidelines given by the Government ; and
- (ii) to identify Watershed Management Programme under the Sahibi catchment in the following blocks for the number of villages indicated against each :—

Rewari Block	15
Khol Block	10
Bawal Block	10
Jatughera Block	10
Pataudi Block	10
Farookhnagar Block	10

4. The Headquarters of the State level Project Formulation-cum-Implementation Committee and the District level Project Formulation-cum-Implementation Committee will be at Chandigarh and Gurgaon, respectively.

The meeting of these two Committees will frequently be held on the date and place approved by its Chairman.

6. The members of the State and District level Project Formulation-cum-Implementation Committees would claim T. A./D. A. for attending the meetings of the respective Committee from their respective Department.

J. D. GUPTA,

Commissioner & Secretary to Government, Haryana,  
Agriculture Department.